



Melbourne Archdiocese
Catholic Schools



St Francis
CATHOLIC COLLEGE

YEAR 11 & 12 2025 INFORMATION SESSION



House Leaders

Bianca Mifsud – MacKillop House

Nathan Hunter-Gerber – Glowrey House



VCE and VCE-VM Staff

Pathways Team:

Kris Vallak – kvallak@sfcc.vic.edu.au
(University, TAFE, Employment)

Senior Years Leader:

Carissa Lock – clock@sfcc.vic.edu.au
(VCAA Administrator, SACs & Exams)

VET Coordinator:

Nicole Fuller – nfuller@sfcc.vic.edu.au
(VCE VET, VET, SWL & Academic Progress)

Applied Learning Leader

Narelle Layton – nlayton@sfcc.vic.edu.au
(Academic Progress)

Learning Diversity Leader:

Grant Buckler – gbuckler@sfcc.vic.edu.au
(Academic Progress)



House Leader Support

- Student advocacy in line with the Core Wellbeing Framework – Community, Empathy, Endeavour.
- Senior students, means senior expectations.
- Preparing students for life beyond the College gates.



The realities of VCE

- Year 11 & 12 will be the most challenging years of your child's education.
- Impacts of educational disruption.
- Successful completion of Year 12 leads to significant opportunities.
- Team effort between student, parents and guardians, and the College.



Programs and Policies



Attendance

Permitted to have **two unexplained** absences **per subject** per term before attendance could drop below 90%.

Medical certificates or statutory declarations must be given to Homeroom teachers who will email relevant teachers.

Three unexplained absences for a subject in one term - Attendance Review Panel with the subject teacher.



Study

VCE students are required to complete 3 to 4 hours of homework per night.

Vocational Pathway TAFE studies: coursework will need to be completed as homework.

- Aim for minimal distractions and what works best for the student.
- Smaller chunks of time can often be more effective.
- Keep this in perspective.



Study Periods – Year 12 only

Students are required to be at school for all of their study periods throughout the year.

They are a good opportunity for small group work, a catch-up with teachers and private study.

This year they will also be used as a way of delivering study programs, and year-level and pathway-specific information.



Driving to School

- Students can only use their car to drive to and from school, not during the school day.
- Car make and registration must be recorded with the school. Students are not permitted to carry other students, except siblings, to and from school.
- The school does not have space available for student parking.
- Any student of legal driving age who intends to drive to school is required to complete the Parent Permission and Student Agreement Form.



Kris Vallak
Pathways Coordinator



Pathways

- We work with Year 12 students throughout the year to help them achieve their pathways post-secondary school.
- Year 12 students will meet with us at least twice during the year to aid their journey. These meetings are during terms 1 and 3 but a student can request a meeting at any time during 2025.



Career Tools

- Career Tools links are located in important links on SIMON and via the weekly college newsletter for parents.
- Students and staff have access to this program which is a central point for the vast amount of information presented throughout the year.
- It is recommended that students check *Career Tools* at least once a week or during study periods for updated information and opportunities.



Career Tools



St Francis
CATHOLIC COLLEGE

**Important
Information**

**Senior
School**

**Post School
Options**

**Workplace
Learning**

**For
Parents**

**For
Students**

Calendar of Events

Careers Newsletter Signup

School Careers Newsletters

Youth Central

Money Matters ▶

Links

Message Board



Important Information

Need quick information? This is where you find it.

Whether it be upcoming events, newsletters or any other info. that's important - you'll find it here.





Year 12 – pathways advice

- Year 12 is a big year! Our advice to students and families is that what was current for a sibling and/or friend who has completed Year 12 may not be current now. Please ALWAYS ask.
- Important compulsory meeting times, meetings are led by the students:
 - Term 1 – Career interviews
 - Term 3 – VTAC / Direct Application / Life beyond year 12All meetings will be arranged directly with the student via their outlook calendar. If this clashes with an important class, SAC / SAT or assessment we will reschedule **if requested by the student**. The student must attend all assessments as a priority.



Year 12 – pathways advice

University ATAR, Prerequisites (Study Scores)

- Aim for the 'clearly in' ATAR. ATAR and Prerequisites are a race between yourself and everyone else in the state. Do not rely on what your peers, friends from other schools are doing as a marker. Just do your best and aim for clearly in.
- **Attend open days!**

TAFE

- Research TAFEs - despite most students having an understanding of what they want to do. TAFE is a national course meaning it is the same course in Queensland as it is in Victoria. However, be realistic about TAFE as the contact hours are often greater than a university course
- **Attend open days!**



Year 12 – pathways advice

ATAR / SEAS calculator(s)

- Each year students spend a great amount of time predicting their ATAR and Study Scores (or SEAS Scaling). This will be discussed further during Term 3 when students can start to apply for courses through VTAC. There is a lot that could be written about this but the take home message is - don't waste your time as they are grossly inaccurate.

Important Information

- Throughout the year we will post important information on Career Tools, SIMON daily messages and on the TV screens around the college. There is an overwhelming amount of information each year, please ask questions!



Contact

- We are available to all students during the school day by appointment. Our offices are located in the ARC.
- Additionally, if parents and guardians have questions, please feel free to contact me via email at: **kvallak@sfcc.vic.edu.au**



Carissa Lock – Senior Years Leader



VCE Important Terms

VCAA – Victorian Curriculum and Assessment Authority

- Sets the curriculum for all VCE and VCE-VM programs
- Oversees all assessment and reporting for VCE and Vocational Pathway studies

Units 1 and 2

- These refer to Units (subjects) generally undertaken in Year 11

Units 3 and 4

- These are completed as a sequence and are generally undertaken in Year 12



Outcomes

- Define what students will know and be able to do as a result of undertaking a study.
- Are the basis for satisfactory completion of a VCE unit.
- Each VCE unit includes a set of two to four outcomes. For example, an essay, test, image analysis, etc.



Satisfactory Completion

The School will award an 'S' for a unit based on its judgment that the student has demonstrated achievement of the outcomes in accordance with Victorian Curriculum and Assessment Authority (VCAA) requirements.

Students should complete all class tasks and homework activities to assist in achieving an 'S' for their subjects.



School Based Assessment

At Unit 1 and 2, students are assessed using a number of different tasks to demonstrate knowledge of an outcome:

- Assessment Tasks (ATs)

All assessments are marked by teachers at the College

There are two forms of school-based assessment for Units 3 and 4:

- School-assessed Coursework (SACs)
- School-assessed Tasks (SATs)



School Based Assessment

Unit 1 and 2:

- Students complete outcomes to achieve an S (Satisfactory) result in their subjects – **these scores however do not contribute to an ATAR score.**
- All assessments tasks and exams are created and marked by teachers at the College.
- Units 1 and 2 subjects provide knowledge and skills to assist in content studied in Units 3 and 4.



External Assessment (Unit 3 and 4)

VCE external assessments are any centrally set tasks assessed by the VCAA, including written, oral, electronic/digital and performance tasks conducted according to the requirements of accredited study designs and VCE VET programs.

These exams can contribute to 30% - 60% of a student's study score for a particular subject.



The GAT

For students completing VCE Unit 3 and 4 subjects (including scored VCE VET), the GAT is an essential part of the VCE assessment process. This includes students in Year 11 completing Unit 3&4 subjects.

While the test does not count directly towards VCE scores, GAT results are used to check that VCE external assessments and school-based assessments have been accurately and fairly assessed across the state.

Because it is a general test, no special study is required for the GAT.

This year the GAT will be held on Tuesday 17 June.



Study Scores

The number, ranging from 0 – 50, indicates a student’s performance in a subject relative to all other students who have taken that same study.

This score is calculated by the VCAA and applies to Unit 3 and 4 subjects only.

A study score of 30 means a student is right in the middle of the ranking for a subject.



Study Scores

Student	GA1 (Unit 3)	GA2 (Unit 4)	GA3 (Exam)	Study Score
Jon Snow	A	A	A	37

Student	GA1 (Unit 3)	GA2 (Unit 4)	GA3 (Exam)	Study Score
Mary Smith	B+	B+	C	31



Study Scores

For studies with large enrolments (1000 or more):

A perfect score for a study is 50

2% of students will get a score on or above 45

9% of students will get a score on or above 40

26% of students will get a score on or above 35

53% of students will get a score on or above 30

78% of students will get a score on or above 25

93% of students will get a score on or above 20



SACs

Often make up 50% of a study score.

A study score is a ranking with the top score of a study being 50.

It is very important that all students make it a priority to be present for SACs.

Be aware of peak times/weeks.

Significant increase in stress (peaks and troughs) throughout Year 12.

Term 3 is tough!



Consequences for missing an Assessment Task or SAC without valid reason

Review Panel – letter sent home via PAM

The purpose of the Panel is to decide on behalf of the subject teacher the consequence of missing the SAC.

- Senior Years Leader
- House Leader and/or mentor teacher
- Subject teacher
- Student
- Support person (friend or parent/guardian)
- An independent teacher



Review Panel

Review Panels can also be arranged if there has been a breach of College or VCAA rules.

For example:

1. Using a mobile phone or any electronic device during a SAC
2. Plagiarising
3. Use of AI



Acceptable reasons for missing a SAC

School-authorized event – SACCSS swimming/athletics, interschool football/netball/basketball.

Medical reason – doctor's certificate provided.

Funeral – parent/guardian contact made with school.



Unacceptable reasons for missing a SAC

Forgot

Slept in

Wasn't prepared for the SAC so stayed at home

Was meeting with another teacher



Narelle Layton – Applied Learning Leader

The VCE VM & VPC



Attendance

Permitted to have **two unexplained** absences **per subject** per term before attendance could drop below 90%.

Medical certificates or statutory declarations must be given to Homeroom teachers who will email relevant teachers.

Three unexplained absences for a subject in one term - Attendance Review Panel with the subject teacher.



Home study

There will be home study!

Vocational pathway TAFE studies

Coursework and assessments must be completed as homework.



The GAT – Section A only

All **VCE VM** students are expected to sit Section A of the GAT.

Students who complete Section A will receive a statement indicating if they have met the literacy and numeracy standards.



VCE VM & VPC Structure (for most)

Monday: SFCC classes

Tuesday: VET or work placement

Wednesday: VET or work placement

Thursday: SFCC classes

Friday: SFCC classes



VCE VM Class 12C Structure

Monday: SFCC classes

Tuesday: VET or work placement

Wednesday: SFCC classes

Thursday: VET or work placement

Friday: SFCC classes



VCE VM Certificate

Achievement of a VCE VM Certificate requires 16 units

Eight are achieved via successful completion of VCE VM subjects:

- 3 VCE VM Literacy or VCE English units (including a Unit 3-4 sequence)
- 2 VCE VM numeracy or VCE Mathematics units
- 2 VCE VM Work Related Skills units
- 2 VCE VM Personal Development units AND
- **2 VET credits at Certificate II level or above (180 nominal hours)**

Students must complete a minimum of three other Unit 3&4 sequences as part of their program.



Victorian Pathways Certificate

Achievement of a Victorian Pathways Certificate requires 12 units

At least two units of VPC Literacy (or units from the VCE English group, including VCE Vocational Major Literacy).

At least two units of VPC Numeracy (or units from the VCE Mathematics group including VCE Vocational Major Numeracy).

At least two VPC Personal Development Skills units.

At least two VPC Work Related Skills units.

Students can also include units from VCE studies, VCE Vocational Major studies, and VET units of competency.



Jess Mitsch - Student Wellbeing Practitioners



Student Wellbeing Practitioners

Offer short-term counselling

Referral process: House Leader, self-referred

Offices located upstairs in the ARC building





SMILE :)



S: SLEEP

M: MINDFULNESS

I: INTERESTS

L: LOVED ONES

E: EXERCISE AND EAT WELL





Checking in

- Find the right time
- Listen
- Ask open ended questions





Resources





Conclusion - House Leaders

Bianca Mifsud – MacKillop House

Nathan Hunter-Gerber – Glowrey House